

El Paso HMIS  
Steering Committee Meeting  
“The More You Know”



February 2024  
[epchomeless.org](http://epchomeless.org)

# What Will Be Covered?

- Clarity Updates- February 2024
- Working Together- Going from Shelter to Housing
  - Overlapping Dates
  - The Flow
  - How it looks in HMIS
- Conclusion/Questions



# Clarity Update-February 2024

- February 2024 updates include Pick List value updates, Auto Exit to Rental feature & Street Outreach Encampment categories.
- Updates will be live on 2/26/2024.

Coming Soon!

## Clarity Human Services: February 2024 Feature Updates

This month's release includes custom multi-select fields, overlapping Outreach Encampment Categories, and their associated Data Analysis updates.

### Release Schedule:

- **All Training Sites:** Monday, February 12, 2024
- **All Production Sites:** Monday, February 26, 2024

# Pick List Value Updates

- Before the October HUD Data Standard Updates, you had to choose some of these options depending on the question.

## Current Living Situation

28: Rental by client, with GPD TIP housing subsidy

19: Rental by client, with VASH housing subsidy

3: Permanent housing (other than RRH) for formerly homeless persons

31: Rental by client, with RRH or equivalent subsidy

33: Rental by client, with HCV voucher (tenant or project based)

34: Rental by client in a public housing unit

20: Rental by client, with other ongoing housing subsidy

## Destination

28: Rental by client, with GPD TIP housing subsidy

19: Rental by client, with VASH housing subsidy

3: Permanent housing (other than RRH) for formerly homeless persons

31: Rental by client, with RRH or equivalent subsidy

33: Rental by client, with HCV voucher (tenant or project based)

34: Rental by client in a public housing unit

20: Rental by client, with other ongoing housing subsidy

These options are now being set to inactive.

# Pick List Value Updates

A friendly reminder that now, as of October 1<sup>st</sup>, 2023, you must select “Rental by Client, with ongoing Subsidy” and then choose a subsidy type. This is for all Enrollments, Exits and Type of Residence questions.

## PRIOR LIVING SITUATION

Type of Residence

Rental by client, with ongoing housing subsidy

Rental Subsidy Type

Select

Length of Stay in Prior Living Situation

Length of Stay Less Than 7 Nights

## DISABLING CONDITIONS AND BARRIERS

Disabling Condition

Physical Disability

Select

GPD TIP housing subsidy

VASH housing subsidy

RRH or equivalent subsidy

HCV voucher (tenant or project based) (not dedicated)

Public housing unit

Rental by client, with other ongoing housing subsidy

Housing Stability Voucher

Family Unification Program Voucher (FUP)

Foster Youth to Independence Initiative (FYI)




Permanent Supportive Housing

Other permanent housing dedicated for formerly homeless persons

# Auto Exit to Rental By Client

The Auto Exit to Permanent Housing logic is being updated as follows: when an Auto Exit from a Coordinated Entry or Encampment program is triggered because a Destination value of 435 (“Rental by client, with ongoing housing subsidy”) is entered on the exit screen for any program, the new dependent Rental Subsidy Type field will populate with the Rental Subsidy Type value from the triggering exit.

End Program for client Homer Simpson (He/Him/His)

|                     |  |
|---------------------|--|
| Project Exit Date   | 02/08/2024    |
| Destination         | Rental by client, with ongoing housing subsidy        |
| Rental Subsidy Type | Rental by client, with other ongoing housing subsidy  |

If Rental Subsidy Type is not present on the exit screen, no value will be generated for Rental Subsidy Type for the CE or Encampment program Auto Exit.

# Encampment Categories

HMIS Staff now has the ability to create Encampment Categories for Street Outreach teams who use the Outreach feature in HMIS. HMIS staff is allowed to create up to 20 categories and can also color code them as well.

Poverty Guidelines

Score Ranges

Service Taxonomy

Area Median Income

Continuum of Care List

**Encampment Categories**

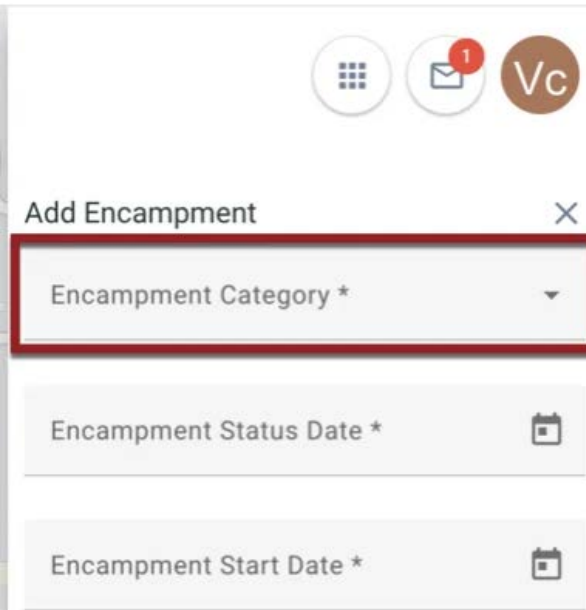
## Encampment Categories

| Name    | Color   | Status |
|---------|---|--------|
| Default |  | Active |
| 211     |  | Active |
| City    |  | Active |
| County  |  | Active |



# Encampment Categories

Now, when an outreach team member wants to add an encampment in the Outreach tool, they can select a category that the HMIS staff has built for them.



Add Encampment

Encampment Category \*

Encampment Status Date \*

Encampment Start Date \*

NOTE: If a client moves from one encampment to another, the system will set the Encampment Category to the default of the clients current encampment.

Ex: If client moves from a **City** encampment to a **County** encampment, the category will change from **City** to **County**.



Move Person(s)

Encampment Category  
Default

Enter Encampment Name or ID to move p

Name: Tom Test  
DOB: 05/05/1981



# Working Together

There are many time when a client is working with two different agencies and is a part of two different programs. Keep in mind, if a client is in a shelter AND is also in a RRH/PSH program, this is ok. You may even see CE Project also active. This is ok as well.

## PROGRAM HISTORY

| Program Name  | Start Date | End Date | Type       |
|---|------------|----------|------------|
| ESG TDHCA RRH (22-23)<br>PH – Rapid Re-Housing<br>Project Vida ⓘ                                      | 01/31/2024 | Active   | Individual |
| Salvation Army Red Shield Family Center<br>Emergency Shelter – Night-by-Night<br>The Salvation Army ⓘ | 01/15/2024 | Active   | Individual |

A lot of times, we run into shelter nights that overlap when a client was housed. These are called Overlapping Housing Move In Dates. The system sees this and shows its an error.

How Can We Fix This?



# Overlapping Dates

To keep this from happening, Case managers from both agencies need to be in communication with one another to make sure that when a client moves into their unit, the shelter stay is closed & Housing Move In Date is entered. This is affected by two things:

Shelter Service (From ES):

Program Service History

[LINK FROM HISTORY](#)

| Service Name   | Start Date | End Date   |   |
|--|------------|------------|---|
| Salvation Army Emergency Shelter:Emergency Shelter<br>The Salvation Army ⓘ | 01/15/2024 | 02/08/2024 |   |

Housing Move In Date (From RRH/PSH Program):

COMPLETE HOUSING MOVE-IN DATE WHEN CLIENT MOVES INTO A PERMANENT HOUSING UNIT

Housing Move-In Date

02/05/2024



# The Flow

1) Client is staying at shelter & working with an agency to be housed through an RRH program.



2) Client signs lease and receives keys for unit.

**!WARNING: EVEN THOUGH CLIENT HAS RECEIVED KEYS, CLIENT IS NOT MOVED IN YET!**



3) Case Manager from housing program should notify the Shelter Case Manager that client has received keys for unit. Client may take an extra day or so before moving into unit.





4) Once client leaves the shelter into the unit, the shelter CM should exit the client that day in HMIS. Shelter CM should notify RRH CM of clients exit from shelter. RRH CM should verify client is moved into unit and add Housing Move in date in HMIS.

# How it looks in HMIS

Example: Client is in shelter starting 1/15/2024. Client then gets into housing program and is housed on 2/9/2024.

## Program Service History

[LINK FROM HISTORY](#)

| Service Name   | Start Date | End Date   |   |
|--|------------|------------|---|
| Salvation Army Emergency Shelter:Emergency Shelter<br>The Salvation Army ⓘ | 01/15/2024 | 03/15/2024 |   |

## End Program for client Homer Simpson (He/Him/His)

Project Exit Date

02/09/2024



Destination


Rental by client, with ongoing housing subsidy



Rental Subsidy Type

RRH or equivalent subsidy










| Service Name  | Start Date | End Date   | Change End Date   |
|---|------------|------------|---|
| Salvation Army Emergency Shelter: Emergency Shelter<br>The Salvation Army | 01/15/2024 | 03/15/2024 | 02/08/2024  |

# How it looks in HMIS (Cont.)

## Program Service History

[LINK FROM HISTORY](#)

| Service Name   | Start Date | End Date   |   |
|--|------------|------------|---|
| TDHCA CARES act- Rental Assistance:Rental Assistance<br>El Paso Human Services, Inc. ⓘ | 02/07/2024 | 02/29/2024 |    |
| TDHCA CARES act- Security Deposit:Security Deposit<br>El Paso Human Services, Inc. ⓘ   | 02/07/2024 | 02/29/2024 |    |
| Case Management:Case Management<br>El Paso Human Services, Inc. ⓘ                      | 01/23/2024 | 06/23/2024 |    |

**B** *I*  

Client signed lease and received keys on 2/07/2024

**\*Client stays a few more nights in ES and then CM verifies client moved into unit on 2/9/2024\***

COMPLETE HOUSING MOVE-IN DATE WHEN CLIENT MOVES INTO A PERMANENT HOUSING UNIT

Housing Move-In Date

02/09/2024



# Conclusion

- Keep any eye out for HMIS update. Update should go live on 2/26/2024.
- For Street Outreach teams, if you need Encampment Categories built, please contact us at the office or send us an email of what you would like built.
- We really want to see that flow from when a client leaves shelter or street to their housing unit. Do hesitate to contact other agencies.

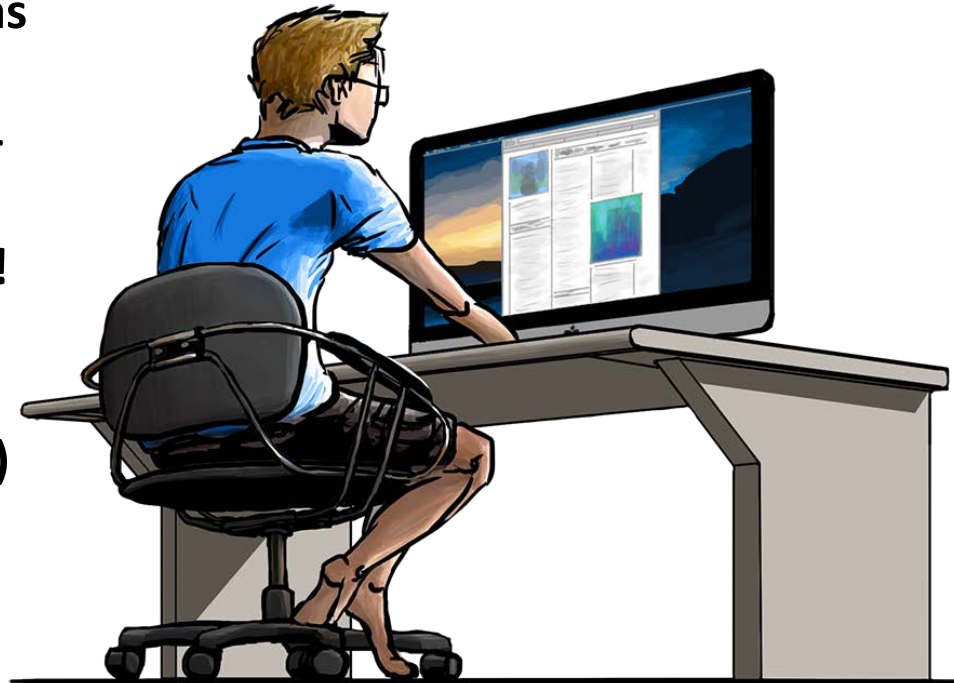
**Any Questions?**

# EPCH HMIS “Eyes on the Fries!”

## HMIS Zoom Lunch Meeting!

- **Open to anyone who needs help or has questions with HMIS!**
- **Zoom meeting will be from 11:30am-1:30pm**
- **Next meeting is on Friday 2/16/2024!**
  - **Bring your questions, concerns and lunch!**
- **Hosted by Denver Herald (HMIS Tech)**

**Hope To See You There!**





# Thank you!



Seeing  
errors  
in HMIS



Calling  
EPCH for  
HMIS Help

EPCH Contact Information:

-Gary Gray-HMIS Senior Administrator

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-Denver Herald- HMIS Support Technician

[dherald.epch@elp.twcbc.com](mailto:dherald.epch@elp.twcbc.com)

-EPCH Phone Number (Office Hours: M-F 8am-  
5pm)

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**WE ARE HERE TO HELP!**